প্রাইম ইসলামী লাইফ ইস্যুরেস লিমিটেড

Prime Islami Life Insurance Limited

ISO 9001:2015 CERTIFIED

June 20, 2022

"Bimay surokkhito thakole egiya zabo sobai mile"

Office Order No.:109-2022

For the greater interest of the Company, the following employees are hereby transferred as under:

SI	Name, Desig. & ID No	Present Dept./Office	Transferred to
01	Mr. Md. Naheed Ali Imam (0685), Assistant Manager	IT Dept., City Service Centre, Dhaka	IT Dept., Ctg. Road FPR Centre(0009) Dhaka Zone-07
02	Mr. Md. Sumon Miah (1284), Senior Officer	IT Dept., Ctg. Road FPR Centre(0009) Dhaka Zone-07	IT Dept., Head Office, Dhaka

The above employees are advised to report their joining to the Incharge of respective Offices along with Stationary Items allotted to them and release letter from their existing offices immediately with a copy to the HR & Administration Dept., Head Office, Dhaka.

Kazi Abul Manjur

Assistant Managing Director &

Head of HR & ADMIN

Copy forwarded to:

Mr. Md. Naheed Ali Imam (0685), Assistant Manager.

Mr. Md. Sumon Miah (1284), Senior Officer.



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Assistant Managing Director &

Head of HR & ADMIN

Copy forwarded to:

- Mr. Md. Naheed Ali Imam (0685), Assistant Manager.
- Mr. Md. Sumon Miah (1284), Senior Officer.

C.C. to: for kind information:

- 1. The Chief Executive officer.
- 2. The Deputy Managing Director (Operation).
- 3. The DMD (Dev.) & Incharge, Dev. Admin Dept.
- 4. The EVP & Incharge, IT Dept.
- 5. The DVP & Incharge, City Service Centre
- 6. Master file
- 7. Office Order file
- 8. Personal file.

- 1. The AMD (Dev.) & Incharge, Dhaka Corp. Zone-01.
- 2. The EVP (PRT) & Incharge, Dhaka Zone-07.
- 3 The Incharge, Ctg. Road FPR Centre